

**LAWTON METROPOLITAN AREA AIRPORT AUTHORITY
AIRPORT AUTHORITY MEETING
MINUTES
June 26, 2011**

The meeting was called to order at 9:00 a.m. by the Chairman, Toney Stricklin. The agenda along with the time and place of the meeting was posted in accordance with State Law.

PRESENT:

Toney Stricklin, Chairman
David Aubrey, Vice-Chair
Stanley Haywood, Secretary (arrived late)
Lee Baxter, Asst. Secretary
Ed Petersen, Asst. Secretary
David Madigan, Member
Ray Friedl, Member
Cassandra Lawson- Johnson, Member

ABSENT:

Bob Milner, Member

ALSO PRESENT:

The roll call confirmed that a quorum was present.

Barbara McNally, Airport Manager
Chuck Wade, Airport Attorney
John Westbrook, Ft. Sill Transportation
Mike Brown, CDBL

Pat Hurley, Administrative Assistant
Chris Pittman, La Sill Aviation
Frank Herndon, LATCT (arrived late)

OLD BUSINESS

a) Minutes – Stricklin asked for additions and/or corrections to the minutes of the Airport Authority meeting of May 24, 2011, 2011.

MOTION BY BAXTER, SECOND BY AUBREY, to approve minutes of the May 24, 2011 meeting. AYES: Stricklin, Aubrey, Baxter, Petersen, Madigan, Friedl, Lawson-Johnson. NAYES: None. MOTION CARRIED.

REPORTS FROM MANAGERS OF AIRPORT BUSINESSES

- a. **American Eagle (Mike Thomas, Manager)** – Thomas was not present but submitted a written report to the Authority. McNally said enplanements and deplanements are up. McNally said there were 13 cancellations in May due to weather but three were replaced by jets. McNally said June is right on track. Stricklin said our cancellations are still below the national average and that is good.

- b. **LaSill Aviation (Chris Pittman)** – Pittman reported that U.S. Air has based a jet at the airport. Pittman said they operate a charter primarily for Halliburton, but also do other business. Pittman said they are looking to base another aircraft in the region, so La Sill has with Phillips Petroleum put together a proposal.
- c. **Lawton Air Traffic Control Tower (Frank Herndon)** – No report.
- d. **Fort Sill Transportation (John Westbrook)** – Westbrook said there is a C-5 coming in Friday. Westbrook said there has been a change in military policy that allows every soldier to carry four bags at military cost, so this will mean an increase in baggage.

Westbrook reported that Fort Sill recently hosted representatives from American Eagle. The trip included a windshield tour of Ft. Sill, lunch in one of the dining facilities and attending a graduation ceremony. Following the graduation, there was a meeting in the General’s conference room with Ft. Sill leaders. Westbrook said he thought it was a very productive meeting and he believes they will be helping move more soldiers out of Lawton-Fort Sill. There was some discussion on the destinations, published rates versus GSA rates.

Westbrook said American Eagle was informed of graduation and exodus dates, and that Adventure Travel provides buses to Oklahoma City and to Dallas, and are interested in moving those soldiers also. Westbrook said they provided the top destinations to where the soldiers are moved to.

- e. **Fort Sill Army Radar Approach Control (Buddy Thornton)** – Not present.

CHAIRMAN’S COMMENTS (Toney Stricklin)

Stricklin said General Halverson invested a good bit of time into the visit with American Eagle and the lines of communication have been opened. Stricklin said how American Eagle got very interested in the number of people flying out of Oklahoma City from Lawton-Fort Sill. Stricklin said they had some discussion about how to capture the exodus market for the holidays.

Stricklin said he was sorry he missed last month’s meeting, but he was part of the delegation that went to Washington D.C, with the Lawton Chamber of Commerce. Stricklin said he was involved in discussion’s concerning the military ADACG Facility and Apron. Stricklin said this project is on the cut line because of funding cuts and its position on Fort Sill’s priority list.

DEVELOPMENT COMMITTEE (Lee Baxter, Committee Chair)

a. Current Projects Updates:

- 1) **Terminal Renovation Project** – Baxter said the terminal project is in progress, with a 60 day timeline.
- 2) **Pavement Rehab Project** – Baxter said the federal funding is available for this project and the plans are complete. Friedl said it is the engineer’s and the committee’s recommendation to proceed with bidding this project.

MOTION BY BAXTER, SECOND BY LAWSON-JOHNSON, to approve the engineer proceeding with

the bidding of AIP 28 project. AYES: Haywood, Baxter, Petersen, Madigan, Friedl, Lawson-Johnson, Stricklin, Aubrey. NAYES: None. MOTION CARRIED.

FINANCE COMMITTEE (David Madigan, Committee Chair)

a. Preliminary FY 2012 Budget – Madigan said the Personnel and Finance committees have met to review and make recommendations on the FY 2012 budget. Madigan said it is the recommendation of the committees to approve the budget as presented.

MOTION BY BAXTER, SECOND BY HAYWOOD – to approve the FY 2012 Budget. AYES: Baxter, Petersen, Madigan, Friedl, Lawson-Johnson, Stricklin, Aubrey, Haywood. NAYES: None. MOTION CARRIED.

AIRPORT MANAGER’S REPORT (Barbara McNally)

a) Airport Operations Report – McNally said the FAA Certification Inspection is scheduled for July 20-21.

b) Financial Report- Purchase Orders Purchase Order’s to be approved from the Operating Account total \$ 46,580.29.

Purchase Orders from the Capital Improvement Account totaled \$ 7,657.57 which includes KSA in the amount of \$ 6,294.11 and \$ 1,363.46 TSA rent.

Bank Balances The following are reconciled balances of unrestricted accounts:

Money Market Account (10976043)	\$ 675,946.15 (includes the \$ 250,000 for the terminal project)
Operating Account (10375822)	36,002.57
Imprest Fund (10704778)	803.40

Balance of unrestricted accounts	<u>\$ 712,752.12</u>
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Passenger Facility Charges (9014251)	\$ 147,487.02
Capital Improvement Account (114030)	-23,820.61

Balance of the restricted accounts	<u>\$ 124,206.41</u>
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Line of Credit - The Authority has a \$ 200,000 line of credit available, the current balance is -0-.

Income and Expense Budget Tracking - Incomes for the month totaled \$ 61,785.14, YTD incomes total \$ 760,327.75 which is 92% of the total budgeted amount of \$ 823,522.70.

Expenses for the month totaled \$ 61,824.65, YTD expenses total \$ 690,869.44 which is 93 % of the total budgeted amount of \$ 745,163.66.

Capital Expenditures are \$ 119,020.41.

Collateralized Accounts – Currently, the FDIC insures the Authority’s accounts up to \$ 250,000.00 per account. The following are pledged dollars above the current insured amounts. Arvest has pledged \$ 600,000 above the FDIC limit. City National has pledged \$ 1,750,000.00 above the FDIC limit. These amounts are reported monthly from Federal Reserve Bank.

MOTION BY HAYWOOD, SECOND BY LAWSON-JOHNSON, – to approve the financials and purchase orders as they were presented. AYES: Lawson-Johnson, Friedl, Haywood, Madigan, Aubrey. NAYES: None. MOTION CARRIED.

NEW BUSINESS

There being no further business, the meeting was adjourned.

Toney Stricklin, Chairman